

ENGINEERING FORUM TELECONFERENCE MINUTES

December 3, 2003

TOPICS IN THIS MONTH'S MINUTES:

PLANNING FOR SPRING 2004 TSP MEETING

SPECIAL PROJECTS UPDATES

- ***EF/NARPM RPM Expertise Questionnaire***
 - ***Screening Data Collection Paper Update***
 - ***Technical Topics for Future Calls***
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Planning for the Spring 2004 Meeting

Headquarters has decided to hold the spring TSP meeting in conjunction with NARPM's annual meeting in Miami, Florida, the week of May 24-28. Headquarters' intent is to facilitate and encourage interaction among the two groups. The short meeting will also result in cost savings. The business sessions will focus entirely on topics of interest to the EF. Several EF members were displeased that the spring meeting is being held in conjunction with the NARPM meeting, noting that the East Coast location contradicts a previous decision to hold the short meetings in the central portion of the country.

Other EF members recognized that the confluence of the two groups could result in the recruitment of new EF members and may improve communication between the groups. Most EF members agreed that the Forums should arrange for a brief overview of the TSP and its mission during the NARPM plenary session. An agenda for the NARPM meeting has not been drafted, but the EF co-chairs will discuss possible agenda items with the NARPM co-chairs and report back to the EF. Kelly Madalinski (OSRTI) mentioned that Rich Steimle (OSRTI) would like the two groups to interact in some joint sessions. The EF co-chairs will take the lead in helping the NARPM co-chairs develop an agenda. If any EF members would also like to help, they should contact one of the EF co-chairs.

EF/NARPM RPM Expertise Questionnaire

Sharon Hayes (Region 1) reported that the co-chairs and the RPM Expertise Questionnaire sub-committee made additional edits to the questionnaire and decided to distribute the draft final to the NARPM co-chairs, NARPM council, and EF for final review. All comments are due to Mike Gill (Region 9 HSTL) or Karen Mason-Smith (Region 5) by December 19. Mike and Karen will incorporate the final comments into the questionnaire by mid-January and distribute the final product to appointed Regional representatives for distribution to RPMs. Gene Keepper noted that a copy of the draft questionnaire was already distributed to RPMs in Region 6 under the guise of a training needs survey. Any EF members that receive completed surveys resulting from this unintended distribution should save the responses so they can be tallied at a later date. When the final questionnaire is distributed early next year, Regional representatives should mention that a draft copy was distributed accidentally to avoid confusion. Mike discussed a few of the substantive comments he received on the previously distributed draft, including suggestions to:

- Combine questions 6 and 7;
- Add a third column entitled "Do you need training in this area?";
- Distinguish between experts and "the rest of us";
- Pilot the roll out in one or two Regions before distributing the survey nationally; and
- Rewrite the NARPM introductory paragraph to make it less patronizing.

Mike and Karen will have the final say in deciding which comments to incorporate. Mike said that if he receives any additional comments about the patronizing nature of the NARPM overview, he will contact the co-chairs to solicit input on revising the introduction. Mike will also contact John Smith

and Richard Jeng (OSRTI) in Headquarters to see if OSRTI would like to participate in the compilation of survey data.

Screening Data Collection Paper

Ed Mead (USACE) has received additional comments on his draft matrix and will incorporate the changes into the document. Ed will redistribute the revised matrix to EF members for final review.

Technical Topics for Future Calls

The co-chairs reminded EF members that they should submit technical topics prior to the teleconferences. If any EF members or friends have technical topics for the next call, they should send them to Gene Keepper, who will be the co-chair lead for the January teleconference.

NEXT ENGINEERING FORUM TELECONFERENCE CALL

The next Engineering Forum teleconference is scheduled for Wednesday, January 7, 2004, from 12:30-2:00 pm EST. The call in number is 202-275-0166, and the access code is 8878#.

ATTENDEES

Sharon Hayes, Region 1
Andrew Palestini, Region 3
Leo Romanowski, Region 4
Tony Holoska, Region 5
Karen Mason-Smith, Region 5
Bernie Schorle, Region 5
Gene Keepper, Region 6
Bill Rothenmeyer, Region 8
Harry Ball, Region 9
Mike Gill, Region 9 HSTL
Neil Thompson, Region 10

Kelly Madalinski, OSRTI
Ellen Rubin, OSRTI
Marta Richards, NRMRL-Cinc.
David Jaros, USACE-Omaha
Ed Mead, USACE-Omaha
Keith Arnold, EMS, Inc.